# Michigan Department of Treasury 496 (02/06) Auditing Procedures Report

Issue	d unde	r P.A.	2 of 1968, as	amended an	nd P.A. 71 of 1919	, as amended				
Local Unit of Government Type				Local Unit Name			County			
	Count		☐City	□Twp	□Village	⊠Other	INTERURE	INTERURBAN TRANSIT AUTHOR		ALLEGAN
Fiscal Year End Opinion Date				Date Audit Report Submitte	ed to State					
9/30/06 11/16/06					1/17/07					
We affirm that:										
We	are ce	ertifie	ed public ad	countants	s licensed to p	ractice in N	⁄lichigan.			
We further affirm the following material, "no" responses have been disclosed in the financial statements, including the notes, or in the Management Letter (report of comments and recommendations).							ing the notes, or in the			
	YES	Check each applicable box below. (See instructions for further detail.)								
1.	X		All require reporting	ed compore	nent units/fundes to the finan	ds/agencies cial statem	s of the local u ents as neces	nit are included in the fin sary.	ancial staten	nents and/or disclosed in the
2.	X		There are (P.A. 275	no accun 5 of 1980)	nulated deficit or the local u	s in one or nit has not	more of this u	nit's unreserved fund bal oudget for expenditures.	ances/unres	tricted net assets
3.	X							ccounts issued by the De	epartment of	Treasury.
4.	X						equired funds.	-		,
5.	X		A public h	nearing on	the budget w	as held in a	accordance wit	th State statute.		
6.	X		The local other guid	unit has n dance as i	not violated the ssued by the	e Municipal Local Audit	Finance Act, and Finance I	an order issued under the Division.	e Emergency	/ Municipal Loan Act, or
7.	×		The local	unit has n	not been delin	quent in dis	stributing tax re	evenues that were collect	ted for anoth	er taxing unit.
8.	$\times$		The local	unit only l	holds deposits	s/investmer	nts that comply	with statutory requireme	ents.	•
9.	X							in the <i>Bulletin for</i>		
10.	10.   There are no indications of defalcation, fraud or embezzlement, which came to our attention during the course of our audit that have not been previously communicated to the Local Audit and Finance Division (LAFD). If there is such activity that not been communicated, please submit a separate report under separate cover.				ring the course of our audit there is such activity that has					
11.		X					from previous	·		
12.	×				UNQUALIFII			,		
13.	×		The local	unit has c		GASB 34 o	or GASB 34 as	modified by MCGAA Sta	atement #7 a	nd other generally
14.	×					•	orior to paymer	nt as required by charter	or statute.	
15.	X		To our kn	owledge,	bank reconcil	ations that	were reviewed	d were performed timely.		
If a local unit of government (authorities and commissions included) is operating within the boundaries of the audited entity and is not included in this or any other audit report, nor do they obtain a stand-alone audit, please enclose the name(s), address(es), and a description(s) of the authority and/or commission.  I, the undersigned, certify that this statement is complete and accurate in all respects.										
W	e have	e en	closed the	following	g:	Enclosed	Not Require	d (enter a brief justification)		
Fir	nancia	al Sta	tements			$\boxtimes$				
The letter of Comments and Recommendations										
Other (Describe)										
Certified Public Accountant (Firm Name) FERRIS, BUSSCHER & ZWIERS, P.C.						Telephone Number (616) 392-8534				
	eet Add							City	State Z	Zip
67	675 E. 16TH STREET, SUITE 100					HOLLAND	1 1	49423		
Authorizing CPA Signature				2	1	rinted Name DOUGLAS W. ROTMAN		License Nur		

# INTERURBAN TRANSIT AUTHORITY

COUNTY OF ALLEGAN, MICHIGAN

FINANCIAL STATEMENTS

**SEPTEMBER 30, 2006** 

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Melvin D. Busscher, CPA James L. & Jers, CPA, MBA William D. Borgman, CPA, MST Dougles W. Rotman, CPA

November 16, 2006

Board of Directors Interurban Transit Authority Douglas, Michigan

#### INDEPENDENT AUDITORS' REPORT

We have audited the accompanying financial statements of Interurban Transit Authority, County of Allegan, Michigan as of and for the year ended September 30, 2006, as listed in the index. These financial statements are the responsibility of Interurban Transit Authority's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Interurban Transit Authority, County of Allegan, Michigan as of September 30, 2006 and the results of its operations and cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The Management's Discussion and Analysis is not a required part of the basic financial statements but is supplementary information required by the Governmental Accounting Standards Board. Management has elected to omit the Management's Discussion and Analysis from the required supplementary information.

In accordance with *Government Auditing Standards*, we have also issued our report dated November 16, 2006 on our consideration of Interurban Transit Authority's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants.

FERRIS, BUSSCHER & ZWIERS, P.C.

ferris, Bascher & Twiers, P. C.

Certified Public Accountants Holland, Michigan 675 East 16th Street Suite 100 Holland Michigan 49423 Phone: (616) 392-8534 Fax: (616) 392-7299 www.fbzcpa.com

# INTERURBAN TRANSIT AUTHORITY COUNTY OF ALLEGAN, MICHIGAN STATEMENT OF NET ASSETS SEPTEMBER 30, 2006

ASSETS	
CURRENT ASSETS	
Cash and equivalents	\$ 136,607
Investments	95,044
Due from federal and state governments	50,624
Other receivables	4,037
Interest receivable	1,230
Prepaid insurance	6,092
TOTAL CURRENT ASSETS	\$ 293,634
NONCURRENT ASSETS	
Capital assets	
Land	\$ 27,531
Other capital assets, net of depreciation	244,799
Prepaid retirement contribution	56,255
TOTAL NONCURRENT ASSETS	\$ 328,585
TOTAL ASSETS	\$ 622,219
LIABILITIES	
CURRENT LIABILITIES	
Accounts payable	\$ 8,778
Employees' funds withheld	1,117
Accrued liabilities	,
Wages	6,400
Payroll taxes and benefits	2,071
Compensated absences	3,570
TOTAL CURRENT LIABILITIES	\$ 21,936
NET ASSETS	
Invested in capital assets	\$ 272,330
Unrestricted	327,953
TOTAL NET ASSETS	\$ 600,283

# INTERURBAN TRANSIT AUTHORITY COUNTY OF ALLEGAN, MICHIGAN STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET ASSETS YEAR ENDED SEPTEMBER 30, 2006

OPERATING REVENUES	
Demand response (farebox)	\$ 49,797
OPERATING EXPENSES	
Operations	\$ 423,724
Maintenance	67,381
General administration	136,460
TOTAL OPERATING EXPENSES	\$ 627,565
OPERATING LOSS	\$ (577,768)
NONOPERATING REVENUES (EXPENSES)	
Tax levy	\$ 173,493
State operating grants	224,166
Federal operating grants	93,954
Loss on disposal of fixed assets	(505)
Interest income	7,213
TOTAL NONOPERATING REVENUES (EXPENSES)	\$ 498,321
LOSS BEFORE CONTRIBUTIONS	\$ (79,447)
CAPITAL CONTRIBUTIONS	
State and federal grants	\$ 59,043
CHANGE IN NET ASSETS	\$ (20,404)
NET ASSETS - OCTOBER 1, 2005	620,687
NET ASSETS - SEPTEMBER 30, 2006	\$ 600,283

# INTERURBAN TRANSIT AUTHORITY COUNTY OF ALLEGAN, MICHIGAN STATEMENT OF CASH FLOWS YEAR ENDED SEPTEMBER 30, 2006

CASH FLOWS FROM OPERATING ACTIVITIES		
Received from user charges	\$	48,520
Payments to employees for services		(289,643)
Payments to suppliers for goods and services		(153,091)
Other payments		(129,290)
NET CASH USED BY OPERATING ACTIVITIES	_	
NET CASH OSED BY OFERATING ACTIVITIES	<u>\$</u>	(523,504)
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES		
Nonoperating grants received	<u>\$</u>	490,752
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES		
Purchase of capital assets	\$	(59,349)
Capital grants received	Ψ	115,814
		110,011
NET CASH FLOWS PROVIDED BY CAPITAL AND RELATED FINANCING ACTIVITIES	<u>\$</u>	56,465
CASH FLOWS FROM INVESTING ACTIVITIES		
Interest income	\$	6,743
Proceeds from sale of investments	Ф	170,000
Purchase of investments		(95,044)
		(2.010.1)
NET CASH FLOWS PROVIDED BY INVESTING ACTIVITIES	\$	81,699
NET INCREASE IN CASH	\$	105,412
	Ψ	100,112
CASH AND EQUIVALENTS - OCTOBER 1, 2005		31,195
CASH AND EQUIVALENTS - SEPTEMBER 30, 2006	Φ.	104 405
CASH AND EQUIVALENTS - SEI TENIBER 50, 2000	<u>\$</u>	136,607
RECONCILIATION OF OPERATING LOSS TO NET CASH USED BY OPERATING ACTIVITIES		
Operating loss	\$	(577,768)
Adjustments to reconcile net operating loss to net cash used by operating activities		` , ,
Depreciation expense		74,443
Change in assets and liabilities		
Receivables Prepaids		(1,277)
Accounts payable and accrued liabilities		(3,487)
1200 dino payaote and accided haofinites		(15,415)
NET CASH USED BY OPERATING ACTIVITIES	<u>\$</u>	(523,504)

#### NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Interurban Transit Authority is organized as a non-profit corporation. The incorporating municipalities include the City of Saugatuck, City of the Village of Douglas and Saugatuck Township. The Authority has the capability and the authority to provide public transportation to the general public.

#### BASIS OF ACCOUNTING

The Authority is accounted for in a proprietary fund which accounts for operations that are financed and operated in a manner similar to private business enterprises, where the intent of the governing body is that the costs (expenses including depreciation) of providing goods or services to the general public on a continuing basis are financed or recovered primarily through user charges.

The accounting policies of the Authority conform to generally accepted accounting principles as applicable to proprietary funds of governmental units, and, accordingly, the accrual basis of accounting and economic resource measurement focus are followed. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flows. Proprietary funds distinguish operating revenues and expenses from nonoperation items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the Authority are charges to customers for sales and services. Operating expenses for proprietary funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

Private-sector standards of accounting and financial reporting issued prior to December 1, 1989, generally are followed in the proprietary fund financial statements to the extent that those standards do not conflict with or contradict guidance of the Governmental Accounting Standards Board. Governments also have the option of following subsequent private-sector guidance. The government has elected not to follow subsequent private-sector guidance.

The following is a summary of the more significant accounting policies:

#### BANK DEPOSITS AND INVESTMENTS

Cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with a maturity of three months or less when acquired. Investments are stated at fair value.

#### PREPAID ITEMS

Certain payments to vendors reflect costs applicable to future years and are recorded as prepaid items.

#### **CAPITAL ASSETS**

Capital assets include property, plant and equipment. Capital assets are defined by the Authority as assets with an initial individual cost of more than \$500 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

# NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Property, plant and equipment is depreciated using the straight-line method over the following useful lives:

Land improvements	10
Operating facility	20
Revenue vehicles	5-7
Office equipment	5-10
Yard equipment	5

# COMPENSATED ABSENCES (VACATION AND SICK LEAVE)

Vacation leave is earned in varying amounts depending on the number of years of service of an employee and is made available to the employees monthly. Vacation leave must be used within 18 months after it has been earned. Any unused vacation time at the time of termination will be paid to the employee.

Sick leave is earned at a rate of five days per year. It cannot be accumulated from year to year.

Vacation or sick leave utilized during the year is recorded as a current expense. At year end, each employee's accumulated vacation leave is computed by applying their current rate of pay times total accumulated hours. The composite dollar total for all employees is entered as an accrued liability by an applicable adjusting entry posted to the liability and expense account.

#### RESTRICTED NET ASSETS

The Authority's policy is to first apply restricted resources when an expense is incurred for which restricted and unrestricted net assets are available.

#### **ADVERTISING COSTS**

The Authority expenses all advertising costs as incurred. Advertising expense was \$10,765 for the year ended September 30, 2006.

#### MANAGEMENT ESTIMATES

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statement and reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from those estimates.

#### NOTE 2 – DEPOSITS AND INVESTMENTS

Michigan Compiled Laws, Sections 129.91 authorizes the Authority to make deposits and invest in the accounts of federally insured banks, credit unions, and savings and loan associations which have an office in Michigan. The local unit is allowed to invest in bonds, securities and other direct obligations of the United States or any agency or instrumentality of the United States; United States government or federal agency obligations; repurchase agreements; bankers' acceptance of United States banks; commercial paper rated

# NOTE 2 – DEPOSITS AND INVESTMENTS (CONTINUED)

within the two highest classifications which mature not more than 270 days after the date of purchase; obligations of the State of Michigan or its political subdivision which are rated as investment grade; and mutual funds composed of investment vehicles which are legal for direct investment by local units of government in Michigan.

The Authority Board has designated three banks for the deposit of Authority funds. The investment policy adopted by the Board is in accordance with Public Act 196 of 1997.

At year-end the Authority's deposits and investments were reported in the basic financial statements in the following categories:

Cash and cash equivalents Investments	\$136,607 <u>95,044</u>
Total	\$231,651

The breakdown between deposits and investments is as follows:

Bank deposits (checking and savings	
accounts, certificates of deposit)	\$231,591
Petty cash and cash on hand	60
Total	\$231.651

The bank balance of the Authority's deposits is \$246,985 of which \$226,057 is covered by federal depository insurance and \$20,928 uninsured and uncollateralized.

#### NOTE 3 - CAPITAL ASSETS

Capital assets consist of the following as of September 30, 2006:

	Purchased With Interurban <u>Funds</u>	Purchased With Capital <u>Grants</u>	<u>Total</u>
Land	\$ 31	\$ 27,500	\$ 27,531
Land improvements	17,732	-	17,732
Operating facility	81,686	330,571	412,257
Revenue vehicles	1,489	478,865	480,354
Office equipment	10,123	34,395	44,518
Yard equipment	8,395	31,699	40,094
Totals	\$119,456	\$ 903,030	\$1,022,486
Less accumulated depreciation	(86,619)	(663,537)	(750,156)
Totals	<u>\$ 32,837</u>	<u>\$ 239,493</u>	\$ 272,330

NOTE 3 – CAPITAL ASSETS (CONTINUED)

Capital asset activity for the current year was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
Capital assets not being depreciated				
Land	\$ 27,531	\$ -	<u>\$</u>	\$ 27,531
Subtotal	\$ 27,531	\$	<u>\$</u>	\$ 27,531
Capital assets being depreciated				
Land improvements	\$ 17,732	\$ -	\$ -	\$ 17,732
Operating facility	412,257	·	_	412,257
Revenue vehicles	478,762	48,726	(47,134)	480,354
Office equipment	41,471	10,661	(7,614)	44,518
Yard equipment	<u>40,094</u>		-	40,094
Subtotal	<u>\$990,316</u>	\$ 59,387	<u>\$(54,748)</u>	<u>\$994,955</u>
Less accumulated depreciation for				
Land improvements	\$ 9,524	\$ 1,045	\$ -	\$ 10,569
Operating facility	286,271	21,668	<u>-</u>	307,939
Revenue vehicles	358,967	48,965	(47,134)	360,798
Office equipment	35,062	2,765	(7,071)	30,756
Yard equipment	40,094			40,094
Subtotal	<u>\$729,918</u>	\$ 74,443	<u>\$(54,205)</u>	<u>\$750,156</u>
Net capital assets being depreciated	\$260,398	\$(15,056)	\$ (543)	<u>\$244,799</u>
Total capital assets – net of depreciation	<u>\$287,929</u>	<u>\$(15,056)</u>	<u>\$ (543)</u>	<u>\$272,330</u>

Depreciation expense was \$74,443 for the year ended September 30, 2006.

When federal or state funded assets are withdrawn from a public transportation service, the disposition of the assets are to be determined by the Michigan Department of Transportation.

#### NOTE 4 – DEFINED BENEFIT PENSION PLAN

#### PLAN DESCRIPTION

The Authority's defined benefit pension plan, which consists of participation in the Municipal Employees' Retirement System of Michigan, provides retirement, disability and death benefits to plan members and beneficiaries. The Municipal Employees' Retirement System of Michigan ("System") is an agent multiple-employer pension plan administered by the Retirement Board of the Municipal Employees' Retirement System of Michigan. The authority to establish and amend the benefit provisions of the plan rests with the System's Retirement Board; the provisions of the Municipal Employees' Retirement Act of 1984, as amended by 1996 Public Act 220; and the System's plan document. The Authority adopts its specific benefit provision. The System issues a publicly available financial report that includes financial statements and required supplemental information for the Municipal Employees' Retirement System of Michigan. That report may be obtained by writing to the Municipal Employees' Retirement System of Michigan, 447 North Canal Road, Lansing, Michigan 48917 or by calling 1-800-767-6377.

#### **FUNDING POLICY**

The Authority's plan members do not contribute to the System. The Authority is required to contribute at an actuarially determined rate. The required contribution for the period October 1, 2005 through September 30, 2006 was based on the annual actuarial valuation as of December 31, 2003. The net rate used was 6.98% of a projected annual covered payroll. The contribution requirements of plan members are selected by the Authority. The contribution requirements of the Authority are established and may be amended by the System's Retirement Board, yet the Authority selects its specific benefit provision.

#### ANNUAL PENSION COST

For the year ended September 30, 2006, the Authority's annual pension cost of \$15,175 for participation in the System was equal to the Authority's required and actual contributions. The required contribution was determined as part of the December 31, 2003 actuarial valuation using the entry age normal cost method. This funding method has been used since the December 31, 1996 valuation. The assumptions and methods used in the December 31, 2003 actuarial valuation are those adopted by the Retirement Board. The actuarial assumptions were last revised as of December 31, 2000 to reflect the results of the study of plan experience covering the period from December 31, 1993 through December 31, 1998. Prior to then, the attained age normal cost method had been in effect. The actuarial assumptions used in the December 31, 2003 valuation included a long-term net investment yield rate of 8% and projected annual salary increases of 4.5%, plus a percentage based on an age-related scale to reflect merit, longevity and promotional salary increases ranging from 0% to 4.16%. The actuarial value of the Authority's plan assets was determined using techniques that smooth the effects of short-term volatility in the market value of investments over a five year period. The Authority's unfunded actuarial accrued liability is being amortized as a level percentage of projected payroll on an open basis which remains stable at 30 years.

# NOTE 4 – DEFINED BENEFIT PENSION PLAN (CONTINUED)

The following is a schedule of funding progress relating to the Authority's participation in the System:

		Actuarial Accrued	(Overfunded) Unfunded			Unfunded Actuarial Accrued
Actuarial	Actuarial	Liability-Entry				Liability as a
Valuation	Value of	Age Normal	Accrued	Funded	Covered	Percentage of
<u>Date</u>	<u>Assets</u>	Cost Method	Liability	Ratio	Payroll	Covered Payroll
12/31/03	\$540,097	\$539,528	\$ (569)	100%	\$209,035	0%
12/31/04	598,063	581,109	(16,954)	103	226,962	0
12/31/05	654,544	621,464	(33,080)	105	209,253	0

The following is a schedule of annual pension cost and net pension obligation relating to the Authority's participation in the System:

Fiscal	Annual	Percentage of	Net
Year	Pension	Annual Pension	Pension
Ending	<u>Cost</u>	Cost Contributed	Obligation
09/30/04	\$19,492	100%	\$0
09/30/05	16,856	100	0
09/30/06	15,175	100	0

#### NOTE 5 – COST ALLOCATION PLANS

The Authority has cost allocation plans approved by the Bus Transit Division of the Michigan Department of Transportation for all allocated expenses. These plans have been adhered to in the preparation of the financial statements.

#### NOTE 6 - RISK MANAGEMENT

The Authority is exposed to various risks of loss related to property loss, torts, errors and omissions, employee injuries, as well as medical and workman's compensation benefits provided to employees.

The Authority is a member of the Michigan Transit Pool, a public entity risk pool, which provides insurance coverage for State of Michigan transit authorities. As a public entity risk pool, the pool is comprised of a cooperative group of governmental entities that have joined together to finance certain risks. As a participant in this pool, the Authority is insured under a retrospectively rated policy whereby the initial premium is adjusted based on actual experience during the period of coverage. Insurance coverage provided by participation in this pool includes general and automobile liability protection and direct property damage coverage. In addition, liability, property and crime coverage is provided for as a participant in another public entity risk pool, the Michigan Municipal Risk Management Authority. No additional accrual has been made on the books of the Authority as of September 30, 2006 for any potential amounts due as a result of participating in these public entity risk pools.

### NOTE 6 – RISK MANAGEMENT (CONTINUED)

The Authority purchases commercial insurance for workman's compensation coverage and medical benefits. Settled claims for insurance have not exceeded the amount of coverage in any of the past three years. There was no reduction in coverage obtained through insurance during the past year.

#### NOTE 7 – SUBSEQUENT EVENTS

On August 6, 2002, the Authority was awarded a grant from the Michigan Department of Transportation for two 11 seat passenger buses with lifts. The vehicles are valued at \$101,477. As of September 30, 2006, one vehicle has not been received by the Authority. The capitalized cost of the vehicle and the related income will be recorded when the vehicle is received by the Authority.

On September 14, 2004, the Authority was awarded a grant from the Michigan Department of Transportation for a 10 seat passenger bus with a lift. As of September 30, 2006, \$52,652 was received by the Authority for reimbursement for the purchase of this bus. The remaining \$24,653 of this grant will be used to purchase a small shuttle bus. The capitalized cost of the vehicle and the related income will be recorded when the vehicle is received by the Authority.

On February 24, 2006, the Authority was awarded a grant from the Michigan Department of Transportation for a bus. The vehicle is valued at \$55,000. As of the September 30, 2006, the bus has not been purchased. The capitalized cost of the vehicle and the related income will be recorded when the vehicle is received.





Melvin D. Busscher, (19), James L. Zwiebe, (19) Agen, William D. Borgman, a PA (20), Douglas W. Borman, a by

November 16, 2006

Board of Directors Interurban Transit Authority Douglas, Michigan

# INDEPENDENT AUDITORS' REPORT ON SUPPLEMENTARY INFORMATION

Our report on our audit of the financial statements of Interurban Transit Authority, County of Allegan, Michigan for the year ended September 30, 2006 precedes the basic financial statements. We conducted our audit in accordance with auditing standards generally accepted in the United States of America for the purpose of forming an opinion on the financial statements taken as a whole. The accompanying schedules of supplementary information, as listed in the table of contents, are presented for purposes of additional analysis and are not a required part of the financial statements. Such information, except for that portion marked "unaudited", on which we express no opinion, has been subjected to the auditing procedures applied in the audit of the financial statements and, in our opinion, is fairly stated in all material respects in relation to the financial statements taken as a whole.

FERRIS, BUSSCHER & ZWIERS, P.C.

Ferris, Busscher & Zwiers, P.C.

Certified Public Accountants

Holland, Michigan

675 East 16th Street Suite 100 Holland Michigan 49423 Phone: (616) 392-8534 Eas: (616) 392-7299 www.fbzcpa.con:

# INTERURBAN TRANSIT AUTHORITY COUNTY OF ALLEGAN, MICHIGAN SCHEDULE OF NONOPERATING REVENUES YEAR ENDED SEPTEMBER 30, 2006

NONOPERATING REVENUES (EXPENSES) - LOCAL				
Local operating grants				
Tax levy			\$	173,493
Loss on disposal of fixed assets				(505)
Interest income				7,213
TOTAL NONOPERATING REVENUES (EXPENSES) - LOCAL			<u>\$</u>	180,201
NONOPERATING REVENUES - STATE AND FEDERAL				
State of Michigan operating grants				
Formula operating assistance (Act 51)				
Fiscal year 2005 and prior years	\$ 4,2	97		
Fiscal year 2006	 219,8		\$	224,166
State and Federal capital grants				59,043
Federal operating grants				
U.S. DOT operating grant - Section 5311				
Contract 2002-0048				93,954
TOTAL NONOPERATING REVENUES -				
STATE AND FEDERAL			\$	377,163
TOTAL NONOPERATING REVENUES			\$	557,364

# INTERURBAN TRANSIT AUTHORITY COUNTY OF ALLEGAN, MICHIGAN SCHEDULE OF OPERATING EXPENSES YEAR ENDED SEPTEMBER 30, 2006

		X 7 1 1	General	Total
LABOR	<u>Operations</u>	Maintenance	Administration	<u>System</u>
Operators' salaries and wages	\$ 147,554	\$ -	\$ -	\$ 147.554
Other salaries and wages	2,904	31,843	Ф - 45,344	\$ 147,554 80,091
Dispatchers' salaries and wages	62,528	51,645	45,544	62,528
	02,320	_	-	02,326
FRINGE BENEFITS	83,658	23,704	22,404	129,766
SERVICES				
Advertising fees	-	-	10,765	10,765
Other services	3,901	5,438	12,298	21,637
MATERIAL GAND GUIDDI YEG				
MATERIALS AND SUPPLIES CONSUMED				
Fuel and lubricants	20.050			
Tires and tubes	39,052	-	•••	39,052
	1,482	-	-	1,482
Other materials and supplies	2,522	5,460	1,999	9,981
UTILITIES	1,262	936	7,606	9,804
CASUALTY AND LIABILITY COSTS				
Premium for public liability	28,669	_	-	28,669
Other insurance	718	_	8,157	8,875
			0,107	0,070
MISCELLANEOUS EXPENSES				
Travel and meetings	-	-	1,084	1,084
Other miscellaneous expenses	509	-	1,325	1,834
DEPRECIATION	48,965		25,478	74,443
TOTAL EXPENSES	\$ 423,724	\$ 67,381	<u>\$ 136,460</u>	\$ 627,565

# INTERURBAN TRANSIT AUTHORITY COUNTY OF ALLEGAN, MICHIGAN SCHEDULE OF EXPENSES BY CONTRACT AND GENERAL OPERATIONS YEAR ENDED SEPTEMBER 30, 2006

	<u>O</u>	perations		<u>Total</u>
Labor	\$	290,173	\$	290,173
Fringe benefits		129,766		129,766
Services		32,402		32,402
Materials and supplies consumed		50,515		50,515
Utilities		9,804		9,804
Casualty and liability costs		37,544		37,544
Miscellaneous expenses		2,918		2,918
Depreciation		74,443		74,443
TOTAL	\$	627,565	\$	627,565
Less ineligible expenses		74,894	_	74,894
TOTAL ELIGIBLE EXPENSES	<u>\$</u>	552,671	<u>\$</u>	552,671

# INTERURBAN TRANSIT AUTHORITY COUNTY OF ALLEGAN, MICHIGAN NET ELIGIBLE COSTS COMPUTATIONS OF GENERAL OPERATIONS YEAR ENDED SEPTEMBER 30, 2006

EXPENSES		Federal Section 5311		State Operating ssistance
Labor	\$	290,173	\$	290,173
Fringe benefits	Ψ	129,766	Ψ	129,766
Services		32,402		32,402
Materials and supplies consumed		50,515		50,515
Utilities		9,804		9,804
Casualty and liability costs		37,544		37,544
Miscellaneous expenses		2,918		2,918
Depreciation		74,443		74,443
TOTAL EXPENSES	\$	627,565	\$	627,565
LESS INELIGIBLE EXPENSES				
Depreciation	\$	68,813	\$	67,373
Miscellaneous	•	81	Ψ	81
Services		6,000		
TOTAL INELIGIBLE EXPENSES	\$	74,894	\$	67,454
NET ELIGIBLE EXPENSES	\$	552,671	\$	560,111
MAXIMUM SECTION 5311 REIMBURSEMENT (17.0%)	\$	93,954		
ELIGIBLE FOR STATE OPERATING ASSISTANCE				
STATE OPERATING ASSISTANCE (39.2545%)			<u>\$</u>	219,869

# INTERURBAN TRANSIT AUTHORITY COUNTY OF ALLEGAN, MICHIGAN SCHEDULE OF FINDINGS AND QUESTIONED COSTS/INELIGIBLE EXPENSES YEAR ENDED SEPTEMBER 30, 2006

<u>Program</u>	Finding/Noncompliance	Ineligible/Questioned Costs		
		State Operating Federal Assistance Section per Revenue 5311 per OMB and Expense Circular A-87 Manual		
A. Operating Grants	<ol> <li>Depreciation: Depreciation accrued on contributed capital and depreciation accrued on cost overruns must be deducted as an ineligible expense.</li> </ol>	\$68,813 \$67,373		
	<ol> <li>Miscellaneous: A percentage of the annual dues paid to the Michigan Transit Association must be deducted as an ineligible expense.</li> </ol>	\$ 81 \$ 81		
	3. Services: The cost of the Authority's annual financial statement audit is an ineligible expense for Federal Section 5311.	\$ 6,000 \$ -		
	4. Quarterly operating assistance reports for Section 5311 Operating Assistance were filed after the due dates. Following is a summary of the reports noted to be in violation.			
	First quarter 35 days late Second quarter 20 days late Third quarter 34 days late			

# INTERURBAN TRANSIT AUTHORITY COUNTY OF ALLEGAN, MICHIGAN SCHEDULE OF FINANCIAL ASSISTANCE FEDERAL AND STATE YEAR ENDED SEPTEMBER 30, 2006

FEDERAL GRANTOR/PASS THRU GRANTOR/PROGRAM TITLE	FEDERAL CFDA <u>NUMBER</u>	STATE GRANTOR <u>NUMBER</u>	PROGRAM OR AWARD <u>AMOUNT</u>
U.S. DEPARTMENT OF TRANSPORTATION			
State and federal operating assistance Computations based on operating expenses Passed through MDOT			
Operating assistance – Section 5311	20.509	2002-0048	\$ 93,954
Operating assistance – Section 5311	20.509	2002-0048	<b>4</b> 30,30 .
Operating assistance – Section 5311	20.509	2002-0048	
MICHIGAN DEPARTMENT OF TRANSPORTATION			
Operating assistance – Act 51	N/A	9/30/2006	219,869
Operating assistance – Act 51	N/A	9/30/2005	Ź
Operating assistance – Act 51	N/A	9/30/2004	
Operating assistance – Act 51	N/A	9/30/2002	
Operating assistance – Act 51	N/A	9/30/2001	
Operating assistance – Act 51	N/A	9/30/2000	<u> </u>
TOTAL OPERATING ASSISTANCE			<u>\$313,823</u>
MICHIGAN DEPARTMENT OF TRANSPORTATION			
Capital assistance		2002-0048	\$
Capital assistance		* 2002-0048	·
Capital assistance		2002-0048	
Capital assistance		* 2002-0048	
Capital assistance		* 2002-0048	
Capital assistance		* 2002-0048	55,000
TOTAL CAPITAL ASSISTANCE			<u>\$ 55,000</u>

<sup>\*</sup> This grant is for the purchase of a vehicle purchased directly by MDOT

FEDERAL RECEIPTS\ <u>REVENUE</u>	STATE RECEIPTS\ <u>REVENUE</u>	DISBURSEMENTS/ EXPENDITURES	AMOUNT <u>REMAINING</u>
\$ 58,339 5,549		\$ 627,565	\$ 35,615 3,477 1,122
	\$ 218,674 8,525 9,072 1,515 1,959 14,709		1,195 8,525
\$ 63,888	<u>\$ 254,454</u>	<u>\$ 627,565</u>	\$ 49,934
\$	\$ 6,311 4,000 48,207	\$ 6,311 4,000 48,207	\$ 48,347
			24,653 55,000
<u>\$</u>	\$ 58,518	<u>\$ 58,518</u>	<u>\$ 128,000</u>

# INTERURBAN TRANSIT AUTHORITY COUNTY OF ALLEGAN, MICHIGAN SCHEDULE OF VEHICLE MILES (UNAUDITED) YEAR ENDED SEPTEMBER 30, 2006

#### SCHEDULE 7

<u>DEMAND – RESPONSE</u>	Public Transportation <u>Mileage</u>
First quarter	27,186
Second quarter	27,124
Third quarter	34,665
Fourth quarter	40,868
TOTAL OPERATION	<u>126,843</u>

The methodology used for compiling mileage has been reviewed and found to be an adequate and reliable method for recording vehicle mileage.



Melvin D. Busscher CPA James L. Zwierk, CP (1995) William O. Borgman, CPA NAST Changlas W. Kosman 1975

November 16, 2006

Board of Directors Interurban Transit Authority Douglas, Michigan

# REPORT ON COMPLIANCE AND ON INTERNAL CONTROL OVER FINANCIAL REPORTING BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

We have audited the financial statements of Interurban Transit Authority, County of Allegan, Michigan as of and for the year ended September 30, 2006, and have issued our report thereon dated November 16, 2006. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

As part of obtaining reasonable assurance about whether Interurban Transit Authority's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under Government Auditing Standards.

In planning and performing our audit, we considered Interurban Transit Authority's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses.

This report is intended solely for the information and use of the management and the Michigan Department of Transportation and is not intended to be and should not be used by anyone other than these specified parties.

FERRIS, BUSSCHER & ZWIERS, P.C. FERST 16th Street

ferris, Susscher & Zwiers, P. C.

Certified Public Accountants Holland, Michigan

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Melvin D. Busscher, CPA James L. Zwiers, CPA, Mb.\* William D. Borgman, CPA, EBS Dengits W. Roment, CEA

November 16, 2006

Board of Directors Interurban Transit Authority Douglas, Michigan

**Board Members:** 

Thank you for the opportunity to be of service to you in performing an audit of the financial statements of Interurban Transit Authority for the year ended September 30, 2006.

In planning and performing our audit of the financial statements of Interurban Transit Authority (the Authority), we noted the following matter that we would like to bring to your attention.

# **Quarterly State Filings**

The Authority is required to file quarterly financial and mileage data reports to the State by the 10<sup>th</sup> day following the quarter. It was noted during our compliance testing of the state operating grant that three out of the four quarterly reports were submitted to the state past the due date. We recommend that management continue to monitor the reporting process to ensure that filing is done on a timely basis for compliance with state grant regulations.

This report is intended solely for the information and use of the Board of Directors and management.

If you have any questions regarding the financial statements or the above recommendations and suggestions, we would be pleased to discuss them.

Sincerely,

FERRIS, BUSSCHER & ZWAERS, P.C.

Douglas W. Rotman, C.P.A.

DWR/kc

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